



**BARRY TOWN COUNCIL
CYNGOR TREF Y BARRI**

PURSUANT TO THE REQUIREMENTS OF THE ABOVE STATUTORY PROVISIONS, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE TO BE HELD ON A HYBRID BASIS IN THE COUNCIL CHAMBER, TOWN HALL, KING SQUARE, BARRY, CF63 4RW AND REMOTELY MONDAY 3 APRIL 2023 COMMENCING AT 7.00 PM FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA SET OUT BELOW.

From 1 May 2021 The Local Government and Elections (Wales) Act 2021 makes provision for meetings to take place through a variety of arrangements, including multi-location meetings where all individuals are attending virtually and hybrid meetings where a number of individuals are attending in person at a designated location and others are attending virtually from a range of other locations. The Act makes permanent provision for remote meetings (multi-location) and electronic publication of documents

Yours faithfully

A handwritten signature in black ink that reads 'Emily Forbes'.

Emily Forbes
Chief Officer (Town Clerk)

AGENDA

1. **Apologies for absence**
2. **To receive declarations of interest under the Council's Code of Conduct.** (Note: Members seeking advice on this item are asked to contact the Monitoring Officer at least 72 hrs before the meeting).
3. **Well-being of Future Generations (Wales) Act 2015**
(To note)

*Finance, Policy and General Purposes committee members will note that this Act sets out the requirement for a public body to act in a manner which seeks to ensure **that the needs of the***

present are met without compromising the ability of future generations to meet their own needs.

In order to act in that manner, a public body must take account of the following things:

- (a) the importance of balancing short term needs with the need to safeguard the ability to meet long term needs, especially where things done to meet short term needs may have detrimental long term effect;*
- (b) the need to take an integrated approach, by considering how—*
 - i. the body's well-being objectives may impact upon each of the well-being goals;*
 - ii. the body's well-being objectives impact upon each other or upon other public bodies' objectives, in particular where steps taken by the body may contribute to meeting one objective but may be detrimental to meeting another;*
- (c) the importance of involving other persons with an interest in achieving the well-being goals and of ensuring those persons reflect the diversity of the population of the part of Wales in relation to which the body exercises functions;*
- (d) how acting in collaboration with any other person (or how different parts of the body acting together) could assist the body to meet its well-being objectives, or assist another body to meet its objectives;*
- (e) how deploying resources to prevent problems occurring or getting worse may contribute to meeting the body's well-being objectives, or another body's objectives.*

4. To approve the minutes of the Finance, Policy & General Purposes Committee meeting held on 1 February 2023
(Pages 882-887)

5. To receive the minutes of the Innovation Working Party held on 7 March 2023 and to consider and recommendations therein
(Pages 888-893)

FINANCIAL REPORTS

6. To receive the Schedule of Payments for March 2023
(Pages 894-901)

(If Councillors have any queries on the attached please contact the Deputy Chief Officer prior to the meeting)

7. **To receive a Budget Monitoring Report to 28 February 2023**
(Pages 902-905)

(If Councillors have any queries on the attached please contact the Deputy Chief Officer prior to the meeting)

8. **Grants and Donations 2022/23** **(Pages 906-907)**

- a. Kings Coronation Street Parties
- b. Vibrant Culture Grant - Tabernacle Studio CIC (More information requested at meeting held on 1 February 2023) – None received

9. **Purchase of New IT Equipment** **(Pages 908-909)**

POLICY REPORTS

10. **GDPR Update** **(Verbal)**

11. **Internal Audit Report 2022/23 (Second Interim)** **(Pages 910-916)**

12. **Date of Next Meeting**

The date of the next meeting of the Finance, Policy & General Purposes Committee will be agreed at the Annual Meeting scheduled to be held on Tuesday 16 May 2023.

13. **Exclusion of the Press & Public**

In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.

14. **Debtors** **(Page 917)**

Distribution

Electronic notification of summons and front-page Agenda to all Committee members. Email notification of electronic papers to all Barry Town Councillors (22). A full copy of the agenda and papers for this meeting (with the exception of confidential items) will be available at the Town Council Offices and on the Town Council Website – www.barrytowncouncil.gov.uk

This document is available in large print and other formats upon request/Cewch y ddogfen hon mewn print bras a ffor matiau eraill drwy holi.

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE HELD ON WEDNESDAY 1 FEBRUARY 2023 AT 7PM

PRESENT: Councillor Brooks (Chair) together with Councillors Davies-Powell, Drake, E S Goodjohn (Vice Chairperson), N Hodges, S Hodges, McKinney and Payne (Town Mayor Ex-Officio).

ALSO PRESENT: Mark Sims – Deputy Chief Officer
Rebecca Blackwell – Office Team Leader

The Chair was experiencing technical problems at the beginning of the meeting, the Vice Chair started the meeting.

F56. **APOLOGIES FOR ABSENCE**

None were received.

F57. **TO RECEIVE DECLARATIONS OF INTEREST UNDER THE COUNCILS CODE OF CONDUCT**

None

F58. **WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015**

RESOLVED: That the Well-being of Future Generations (Wales) Act 2015 be received and noted.

F59. **TO APPROVE THE MINUTES OF THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE MEETING HELD ON 28 NOVEMBER 2022**

Councillor S Hodges wished to make a point of clarity under minute number F55. where it stated ‘Councillor S Hodges noted that she had concerns surrounding the governance of the Committee’. Councillor S Hodges noted that she had concerns surrounding the ‘Governance Framework’, in particular the decision making process as traders are required to leave the room for Councillors to then make a decision, and she feels that this gives the perception of shutting the traders out, suggesting that the Chief Officer explores this further.

An amendment has been made in relation to minute number F55.

RESOLVED: That the minutes of the Finance, Policy & General Purposes Committee held on 28 November 2022 be approved and signed as correct record, noting the amendment of minute no. F55.

F60.

TO RECEIVE THE MINUTES OF THE SHOP LOCAL BARRY ADVISORY COMMITTEE HELD ON 26 JANUARY 2023 AND TO GIVE ANY CONSIDERATION TO ANY RECOMMENDATIONS THEREIN

Councillor S Hodges updated members as she was at that meeting noting that Shop Local are limited to spending up to 20% of their budget per meeting, advising that the Committee wish to commit to various projects as per the minutes.

RESOLVED:

- 1. That the minutes of the Shop Local Barry Advisory Committee held on 26 January 2023 be received and noted.**
- 2. That a budget of £260 is approved in order for Shop Local to participate in the Totally Locally “Fiver Fest” campaigns throughout the year.**
- 3. That a budget of £100 is approved in order to boost posts across Social Media.**
- 4. That a budget of £300 is approved (from the Shop Local reserve) to host a “Re-launch Party” to celebrate the group’s new branding & logo, involving all traders.**

F61.

TO RECEIVE THE SCHEDULE OF PAYMENTS FOR JANUARY 2023

Members were provided with the schedule of payments for January 2023 consisting of direct debits and BACS payments, in the amount of £38,287.97.

RESOLVED that the schedule of payments for January 2023 consisting of direct debits and BACS payments in the amount of £38,287.97 be approved.

Councillor Payne connected at 7.15pm but had technical difficulties

F62.

TO RECEIVE A BUDGET MONITORING REPORT TO 31 DECEMBER 2022

Members were informed about the Council’s income and expenditure in the 2022/23 financial year as at the end of December 2022.

The Deputy Chief Officer advised that earlier in the year there was a concern that due to the Pay Award for 2022 being greater than budgeted for, the salaries budget was expected to be overspent. However, a few roles have become vacant with delays to recruitment which now results in a saving to the salaries budget. The Deputy Chief Officer advised that further up-to-date (as at 31 January 2023) figures will be presented to

the Full Council meeting in two weeks in readiness to discuss the proposed budget.

RESOLVED: That the budget monitoring report for December 2022, indicating actual income and expenditure up to the end of month nine in the 2022/23 financial year be received, noting the projected underspend of £32,854 for the 2022/23 that will result in a net amount of £22,283 being transferred from reserves.

F63. **GRANTS AND DONATIONS 2022/23**

a. Vibrant Culture Grants

Members were provided with application forms from various organisations requesting grant assistance.

The Deputy Chief Officer advised members that the Engagement and Events Team Manager had gone through the applications and provided their suggestions for members' consideration.

7.20 pm - The Chair re-connected to the meeting and took back the Chair from Councillor ES Goodjohn.

Members were asked to consider the Vibrant Culture grant applications received (including a Green Grant application) under the power of Section 24 of the Local Government and Elections (Wales) Act 2021 General Power of Competence (GPoC). They were as follows

Organisation Name	Amount Awarded
Barry Arts Festival	£3,000
Barry Community Craft Group	£1,000
Barry Floral Society	£0
T6S (formerly Brawd Health)	£0
Crafted Arts	£1,593
Glamorgan Music School	£2,550 (See note below)
GlastonBarry/Mack Events	£0
Have Your Say Stories	£0
Hurts So Good	£4,800
Little Daffodil Clothing	£0
Barry-Tones	£3,000
Motion Control Dance	£4,000
Project Linus	£1,100
Sweetshop Revolution	£0
Tabernacle Studio CIC	£0
Vale of Glamorgan Brass Band	£2,511.14 (See note below)
TOTAL	£23,554.14

Green Grant

Organisation Name	Amount Awarded
Baobab Bach CIC – Barry	£350

Members felt that the Barry Floral Society did not meet the requirements of the Vibrant Culture Grant, however encourage them to apply for a Community grant once they are live.

Members requested to defer the application for T6S (formerly Brawd Health to the Small Business Grants in 2023/2024, asking if Officers could signpost them to the Vale of Glamorgan Council for a Vale Business Start-up Grant as the amount requested would be too large for this council, however they could be supported on a smaller scale.

Members wished to request more information from Glamorgan Music School wanting to know what the local benefit would be, noting that once the information is received and if approved, the application can be granted under urgent action.

Members asked for the following applications to be deferred to an Innovation Working Party for a wider discussion:

- GlastonBarry/Mack Events
- Have Your Say Stories

Members asked that the Chief Officer request more information from the Tabernacle Studio CIC to be provided to the next meeting of the Finance, Policy and General Purposes Committee scheduled for 3 April 2023.

Members also requested more information from the Vale of Glamorgan Brass Band wanting to know the benefit to Barry, noting that once the information is received and if approved, the application can be granted under urgent action.

RESOLVED:

- 1. That members considered the various applications for financial assistance, under the power of Section 24 of the Local Government and Elections (Wales) Act 2021 (GPoC), from the Council's Vibrant Culture grants budget and the Green Grants budget in 2022/23, in accordance with the Council's agreed criteria and that the Committee determine the amount to be awarded in relation to each organisation giving consideration to the eligibility of each of the applications accordingly;**

2. That each organisation making application be informed of the Committee's decision accordingly, in writing, and that they be advised of a date for this year's ceremony.
3. That an Innovation Working Party is arranged to discuss applications received from GlastonBarry/Mack Events and Have Your Say Stories.
4. That the Chief Officer contact the Tabernacle Studio CIC for more information to be provided the Committee's next meeting to be held on 3 April 2023.

F64. **GDPR UPDATE**

Members were provided with a GDPR breach that had occurred. The Deputy Chief Officer advised that an email had been sent with Councillors personal email address in the carbon copy (Cc) section rather than the blind carbon copy (Bcc) section. An email was re-sent to those who had received the email asking for them to delete the previous email they had received. As the data breach had a low likelihood of the risk to people's rights and freedoms the risk is considered very low and therefore not necessary to report to the ICO

RESOLVED that the GDPR update be received and noted.

F65. **DATE OF NEXT MEETING**

RESOLVED that the date of the next meeting of the Finance, Policy and General Purposes Committee is scheduled to be held on Monday 3 April 2023

Meeting closed at 8.10 pm.

Signed(Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - FINANCE, POLICY & GENERAL PURPOSES COMMITTEE - 1 FEBRUARY 2023

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
F60 (2)	That a budget of £260 is approved in order for Shop Local to participate in the Totally Locally “Fiver Fest” campaigns throughout the year.	DCO	08/02/2023	Complete
F 60 (3)	That a budget of £100 is approved in order to boost posts across Social Media.	DCO	08/02/2023	Complete
F 60 (4)	That a budget of £300 is approved (from the Shop Local reserve) to host a “Re-launch Party” to celebrate the group’s new branding & logo, involving all traders.	DCO	08/02/2023	Complete
F 63 (1)	That members considered the various applications for financial assistance, under the power of Section 24 of the Local Government and Elections (Wales) Act 2021 (GPoC), from the Council’s Vibrant Culture grants budget and the Green Grants budget in 2022/23, in accordance with the Council’s agreed criteria and that the Committee determine the amount to be awarded in relation to each organisation giving consideration to the eligibility of each of the applications accordingly;	DCO and Admin Team		Complete
F 63 (2)	That each organisation making application be informed of the Committee’s decision accordingly, in writing, and that they be advised of a date for this year’s ceremony.	Admin Team		Complete
F 63 (3)	That an Innovation Working Party is arranged to discuss applications received from GlastonBarry/Mack Events and Have Your Say Stories.	CO		Complete
F 63 (4)	That the Chief Officer contact the Tabernacle Studio CIC for more information to be provided the Committee’s next meeting to be held on 3 April 2023.	CO	07/02/2023	Complete - Email sent. Waiting for reply.

BARRY TOWN COUNCIL

MINUTES OF A MEETING OF THE INNOVATION WORKING PARTY HELD ON TUESDAY 7 MARCH 2023, AT 6PM

PRESENT: Councillors Brooks (Chairperson), Johnson (substitute for Collins), N Hodges and Perkes (Substitute for E S Goodjohn)

ALSO PRESENT: Emily Forbes – Chief Officer
Mark Sims – Deputy Chief Officer
Rebecca Blackwell – Office Team Leader
Councillor S Hodges – Observer
Michelle Davies – Have your Say Stories
Matthew Blumberg – Mack Events
Johnathan Hicks – Mack Events

11. APOLOGIES FOR ABSENCE

None received

12. DECLARATIONS OF INTEREST

Declarations of interest were submitted by Councillors N & S Hodges in relation to item 5a

13. WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

RESOLVED that the Well-Being of Future Generations (Wales) Act 2015 be received and noted.

14. TO APPROVE THE MINUTES OF THE INNOVATION WORKING PARTY MEETING HELD ON 28 JULY 2022

RESOLVED that the minutes of the Innovation Working Party meeting held on 28 July 2022 be approved and signed as correct record.

15. TO RECEIVE PRESENTATIONS IN RELATION TO FINANCIAL ASSISTANCE

a) Have Your Say Stories

Members were presented with the original grant application form and received a presentation from Michelle Davies of Have Your Say Stories.

The Chair welcomed Michelle Davies of Have Your Say Stories, who were present to provide members with further information. The presentation advised where the podcast could be downloaded from, what age range podcasts are popular with, what topics will be covered on the podcast and what the grant will be used for.

The Chair asked how would the podcast be promoted and how would it get people attention. Michelle Davies advised that the bulk of the grant funding would be used towards marketing advising that Hi Communications would be utilised.

Councillor Thomas asked how would the podcasts be accessed by those with disabilities. Michelle advised that they would be accessed via apple music or Spotify.

Councillor Perkes asked if there had been any market research with the podcast and when would they envisage reaching 5,000 listeners. Michelle advised that the plan is to launch in the summer and build momentum between each episode and would depend on social media and word of mouth.

Councillor Perkes also asked if there had been other quotes received for the marketing side of the podcast. Michelle advised that she would be using Hi Communications as they are local and are trustworthy.

Councillor Johnson noted that the presentation was a different reflection to the grant application, noting that a large percentage of the grant request would be used for marketing, purchasing the equipment asking how well are the costs nailed down. Michelle answered that the Hi Communication quote was a direct quote, she doesn't have the equipment so it would have to be purchased which would come from the grant if awarded. Michelle explained that the content of the podcast would be evergreen.

Councillors N and S Hodges declared an interest following the presentation as they were not aware that they would be approached as the Victorian Barry Experience to become part of the podcast, noting that they would leave the room when discussions take place.

The Chair thanked Michelle Davies advising that the Council will be in touch with the decision.

b) Mack Events

Matthew Blumberg of Mack events gave a presentation in relation to the reason they are applying for grant funding from the Council. Matthew advised members that GlastonBarry had grown significantly following its first event in which Barry Town Council supported, however since Covid the venture had taken a beating in relation to its finances and last years festival was held but was at a loss for Mack Events. Matthew also advised members that they have set up a Community Interest Company which will be holding its first free festival on Barry Waterfront to include live music, music workshops which will involve working with the Goodsheds and the Academy. The CIC will also enable young people who are looking to expand their skills to work and help at GlastonBarry in a way to develop them.

Following the presentation, members were asked if they had any questions.

Councillor Thomas asked what access provisions will there be for those who have additional needs and require wheelchair access. Matthew advised that there will be a large viewing platform for wheelchair users, disabled toilet facilities and dedicated access to the event.

Councillor Thomas also asked what is being done to expand on the Welsh Culture. Jonathan Hicks advised that the signs at the event will be bi-lingual, contact is being made to include a welsh language band to perform at the event.

Councillor Perkes noted that the ticket prices are reasonable but asked if provisions could be made for those who are not able to purchase the tickets and suggested free events throughout the town to make it accessible to all. Matthew advised that the ticket prices are very reasonable in comparison to other tribute festivals and that the festival is put on not to make large profits but to involve the community.

Discussions around the amount requested and its use was discussed in more detail with conversations relating to the Council potentially funding the full £17,000 for the hire of the big top tent and the potential of Barry Town Council working with Mack Events in relation to the CIC pointed towards the Civic engagement of the Council.

The Chair thanked Matthew and Johnathan for attending the meeting.

Councillors N and S Hodges left the room whilst Have Your Say Stories was discussed.

a) Have Your Say Stories

The Chair had concerns in relation to the proposed venture noting that it was not established which members found difficult to see its potential and what benefits it would have for the Council. The presentation made no mention to advertising Barry Town Council or recognising its funding.

Members felt that they were unable to support this idea in its current format, however if once established and the Council can help with further funding then they should be welcomed to apply at a later date.

RESOLVED: That the grant is not awarded however feedback is provided to the applicant advising that once the venture is established, they are welcome to apply for any future grant funding they feel they may need to help sustain the project.

Councillor N and S Hodges returned to the meeting.

b) Mack Events

The Chair believed that they need a kickstart boost to help the event and that it is a great event. Councillor Johnson said that the weekend pass is great value for money in terms of people being able to see quality tribute acts.

The Chief Officer advised members that the grant could be considered within the wider Vibrant Culture as these grants are quite restrictive, look at it as a corporate strategy and its long-term approach.

Councillor N Hodges agreed noting that it can incorporate the role of the Mayor asking for a number of free tickets that could be raffled off to raise money for the mayor's charities.

The Chair advised that it is a great event for Barry and there would be an opportunity for the Councils branding to be seen by a large number of people, adding that the fringe events are a great idea to include the wider communities and their businesses.

Councillor Perkes suggested requesting that there are free events throughout the town and referenced something she had seen in Liverpool where tribute acts performed across the city. The Chair said that professional tribute acts come with a lot of technical equipment which costs and don't feel this is something that could be asked of Mack Events, Councillor Perkes noted that Liverpool have a lot more money but suggested they be asked the question.

The Chief Officer advised members if they wish to fund £17,000 to the event that it would need to be recommended to a Committee for authorisation.

RECOMMENDED: to the next meeting of Finance, Policy and General Purposes Committee or Full Council that the £17,000 be taken from the 2023/2024 budget as a wider long-term funding agreement, rather than a grant.

16. EXPLORING A FOUR DAY WORKING WEEK – DEFERRED FROM A MEETING OF PERSONNEL HELD ON 14 NOVEMBER 2022

The Chair questioned why had the suggestion was deferred to this committee. Councillor Perkes who is also the Chair of Personnel, advised that it an innovative idea that came to Personnel and it was felt that a wider discussion at a smaller working group was required, hence why coming to the Innovation Working Party.

Councillor Johnson provided a detailed overview of trials of four day working weeks, adding that he had concerns asking what consideration had been given to if this would work over the two locations of the Council, how would it effect part-time workers, how would it work for each individual as each have different demands, asking how would the Council take this forward.

The Chief Officer advised that global trials had taken place in which 60 organisations were based in the UK, with 2 in Wales. The Chief Officer wanted to know what the Councils steer is on the idea of a four-day working week prior to any in depth work is carried out, asking if there could be a policy position on whether to explore it further.

The Chair felt that it is too big for the Innovation Working Party and suggested it is discussed at another working party from Personnel. Councillor Johnson felt that the council are inching towards the idea of it but more work is needed before a decision can be made. Councillor Thomas suggested that it could go to a Wellbeing Working Party for discussion. Councillor N Hodges advised that it needs a core group to discuss further and that it would need to need into both

the Personnel Committee and the Halls, Cemeteries and Community Facilities Committees as it would affect both.

Councillor Johnson asked for timescales, adding to the idea that if Welsh Government are working on the idea then there could be pots of money available.

Councillor Perkes would like to have more examples of the trial working at other Councils before deciding.

The Chief Officer asked that if there is merit in exploring the idea, then a recommendation could be made to Finance, Policy and General Purposes to agree to explore it further and put more work into the gathering of information. The Chair suggested that the decision be made by Group Leaders as to which group was best to look at this to speed up the process.

RESOLVED:

That in principle, the Chief Officer can explore this idea further. That the discussion is taken to the Wellbeing Working Group for further detailed discussion, and that Group Leaders are happy to send the recommendation from the Innovation Working Party to the Wellbeing Working Group.

17. DATE OF NEXT MEETING

RESOLVED that the date of the next meeting of the Innovation Working Party Committee will be scheduled as and when required.

Meeting closed at 8:10pm.

Signed (Chairperson) Dated

FOR INFORMATION ONLY

ACTION SHEET - INNOVATION WORKING PARTY 7 MARCH 2023

MINUTE NO.	ACTION TO BE TAKEN	ACTION TO BE TAKEN BY	DATE ACTION TO BE CARRIED OUT	PROGRESS
15(a)	That the grant is not awarded however feedback is provided to the applicant advising that once the venture is established, they are welcome to apply for any future grant funding they feel they may need to help sustain the project.	DCO		
15(b)	To the next meeting of Finance, Policy and General Purposes Committee or Full Council that the £17,000 be taken from the 2023/2024 budget as a wider long-term funding agreement, rather than a grant.	DCO		On agenda
16	That in principle, the Chief Officer can explore this idea further. That the discussion is taken to the Wellbeing Working Group for further detailed discussion, and that Group Leaders are happy to send the recommendation from the Innovation Working Party to the Wellbeing Working Group.	CO		In progress

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	3 APRIL 2023	AGENDA ITEM: 6
---	---------------------	-----------------------

SCHEDULE OF PAYMENTS FOR MARCH 2023

Report Author

Rachel Williams, Finance Administrator

Attached: A. Schedule of Payments of Accounts for March 2023
(7 pages)

Purpose of Report

To provide members with the schedule of payments for March 2023 consisting of direct debits and BACS payments, in the amount of £76,286.70 that is attached on the following pages.

Background Information

Financial Regulation 5.2 states “The RFO shall prepare a schedule of payments of accounts, including cheques requiring authorisation, forming part of the Agenda for the Meeting and, together with the relevant invoices, present the schedule on a monthly basis either to a meeting of the Town Council or any Standing Committee, depending on which meets first. The Council / Committee shall review the schedule for compliance and, having satisfied itself shall authorise payment by a resolution of the Council or appropriate Committee.”

The schedule of payments for March 2023 consisting of direct debits and BACS payments, in the amount of £76,286.70 is attached for approval.

Recommendation

Members are requested to approve the schedule of payments for March 2023 consisting of direct debits and BACS payments, in the amount of £76,286.70 that is attached on the following pages.

Schedule of Payments of Accounts For March 2023

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
DD	British Gas	Gas bill (15.12.2022 - 07.01.2023)	126.63	25.33	151.96	Pioneer Hall/Gas
DD	Lloyds Bank	Charges incurred from 1 December - 31 December 2022	19.90	0.00	19.90	M&S/Bank Charges
DD	Vodafone	Monthly rental of six mobile phones & calls for Jan 2023	85.21	17.04	102.28	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for Jan 2023	17.36	3.47	20.83	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile WI-Fi for January 2023	33.82	6.76	40.58	Cemetery/Broadband
BACS	Running IMP	Wooden medals for Santa Fun Run event	646.56	0.00	646.56	Corporate/Corporate Events
BACS	Digital Systems UK	Photocopier costs	180.50	36.10	216.60	M&S/Photocopier Costs
BASC	Tip TopToilets	Hire of portaloos at Porthkerry Cemetery 01.01.23-31.01.23	110.72	22.14	132.86	Porthkerry/Prop Maintenance
BACS	Churches Fire	Intruder Alarm System & monitoring (01.02.23-31.01.24)	271.92	54.38	326.30	PH/Property Maintenance
BACS	Churches Fire	Intruder Alarm System & Fire Alarm service	125.29	25.06	150.35	Cem/Property Maintenance
BACS	Churches Fire	Intruder Alarm System (01.02.23-31.01.24)	59.82	11.96	71.78	Cem/Property Maintenance
BACS	Churches Fire	Intruder Alarm System & monitoring (01.02.23-31.01.24)	299.12	59.82	358.94	Cem/Property Maintenance
BACS	Auditing Solutions	2nd Interim Internal Audit service 2022-23	480.00	96.00	576.00	M&S/Internal Audit
BACS	Churches Fire	Intruder Alarm System & monitoring (01.02.23-31.01.24)	311.52	62.30	373.82	CACC/Property Maintenance
BACS	Holt JCB	Repairs to JCB	268.02	53.60	321.62	Cem/Equipment Maintenance
DD	British Gas	Electricity bill (21.12.2022 - 16.01.2023)	88.56	4.42	92.98	Pioneer Hall/Electricity
DD	British Gas	Electricity bill (22.12.2022 - 21.01.2023)	318.49	63.70	382.19	Cemetery/Electricity
DD	British Gas	Electricity bill (29.12.2022 -28.01.2023)	450.54	90.11	540.65	Cemetery/Electricity
DD	Waterlogic	Water cooler costs	81.99	16.40	98.39	Cemetery/Equipment
DD	Lloyds Cardnet	Cardnet service charges (01.01.23 - 31.01.23)	26.06	0.00	26.06	M&S/Bank Charges
DD	Lloyds Bank	Charges incurred from 1 January - 31 January 2023	45.40	0.00	45.40	M&S/Bank Charges
DD	N Power	Electricity bill 901.01.2023 - 31.01.2023)	204.37	10.22	204.37	CACC/Electricity
DD	Vodafone	Monthly rental of six mobile phones & calls for Feb 2023	85.21	17.04	102.28	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for Feb 2023	17.36	3.47	20.83	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile WI-Fi for February 2023	33.82	6.76	40.58	Cemetery/Broadband
BACS	Intergrated Graphics	Instaframe for photo opportunities at events	38.00	7.60	45.60	Corporate/Corporate Events
BACS	Masons	Storage charge for one container plus insurance	30.36	5.20	35.56	M&S/Property Maintenance
BACS	Lighting Protection Testir	Annual test and inspection of lighting protection system	310.00	62.00	372.00	Cem/Property Maintenance
BACS	Future CCTV	Attendance to investigate CCTV Online/Offline issues	60.00	12.00	72.00	CACC/Property Maintenance

Schedule of Payments of Accounts For March 2023

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
DD	Sage UK Ltd	Sage Payroll maintenance cover 01.01.23 - 31.01.23	87.20	17.44	104.64	M&S/Equipment Maintenance
DD	BT	Monthly broadband bill for January	33.45	6.69	40.14	CACC/Broadband
DD	BT	Monthly broadband bill for February	33.45	6.69	40.14	CACC/Broadband
DD	Screwfix	Squire High Security Padlock 50mm	34.49	6.90	41.39	Cem/Property Maintenance
DD	Screwfix	Squire High Security Padlock 50mm	-34.49	-6.90	-41.39	Cem/Property Maintenance
DD	Cariad Cool Water	Water replenishment for office water cooler	14.84	2.97	17.81	M&S/Equipment
DD	Sage UK Ltd	Sage Payroll maintenance cover 01.02.23 - 28.02.23	87.20	17.44	104.64	M&S/Equipment Maintenance
DD	SCG	Monthly call charges for February	13.35	2.52	16.02	M&S/Telephone
DD	SCG	Monthly broadband charges for February	223.08	44.61	267.69	M&S/Broadband
DD	SCG	Support Service for the month of February	31.44	6.29	37.73	M&S/Equipment Maintenance
BACS	Microshade VSM	Citrix hosting service & Microsoft office for February 2022	687.04	137.41	824.45	M&S/Citrix
BACS	Addacard	10 Key Fobs for office	91.00	18.20	109.20	M&S/Equipment
BACS	Lapider	Design fees for canteen refurbishment at Cemetery	1,950.00	390.00	2,340.00	Cem/Professional fees
BACS	Integrated Graphics	Pull up banner for evnt use	90.00	18.00	108.00	Corporate/Corporate Events
BACS	Employee no188	Reimbursement of items for Santa Fun Run event	170.91	0.00	170.91	Corporate/Corporate Events
BACS	Airqueue	Financial Assistance Grant Payment for Scouts	1,244.00	248.80	1,492.80	Corporate/Grants
BACS	Keep Wales Tidy	Green Flag Application Merthyr Dyfan Cemetery	450.00	90.00	540.00	Cem/Property Maintenance
BACS	Totally Locally Ltd	Fiver Fest March 2023	100.00	20.00	120.00	Corporate/Shop Local
BACS	Council HR Support	Review into working environment & operations at BTC	4,201.57	0.00	4,201.57	M&S/Professional Fees
BACS	TL Computer Systems	LCD display touch screen digitizer assembly for tablet	83.33	16.67	100.00	M&S/Equipment Maintenance
BACS	Glamorgan Star	Marie Curie support advert - 9th February addition	52.00	10.40	62.40	Civic/Mayor's Advertising
BACS	Clerks & Council	Freedom Scrolls	235.55	47.11	282.66	Corporate/Corporate Events
DD	BT	Quarterly broadband bill	133.80	26.76	160.56	Cemetery/Broadband
DD	BT	Quarterly broadband bill	133.80	26.76	160.56	Cemetery/Broadband
BACS	S&G Air Conditioning	Call out to Chapel for maintenance	150.00	0.00	150.00	Cem/Property Maintenance
BACS	Engage Training	Lantra Basic Tree Inspection Course fee	250.00	50.00	300.00	Corporate/Staff Training
DD	Lloyds Credit Card	Computer for use at office	649.00	129.80	778.80	M&S/Equipment
DD	Lloyds Credit Card	Monitor for use at office	143.33	28.67	172.00	M&S/Equipment
DD	Lloyds Credit Card	Zoom monthly fee	79.00	0.00	79.00	Corp/Community Engagement

Schedule of Payments of Accounts For March 2023

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
DD	Lloyds Credit Card	Staff training material	59.95	11.99	71.94	Corporate/Staff Training
DD	Lloyds Credit Card	Survey Monkey annual fee	340.00	68.00	408.00	Corp/Community Engagement
DD	Lloyds Credit Card	Canva Software fee	99.34	0.00	99.34	M&S/Equipment
DD	Lloyds Credit Card	Non sterling transaction fee	2.93	0.00	2.93	M&S/Equipment
DD	Lloyds Credit Card	Dell computer equipment for office use	1,248.33	249.67	1,498.00	M&S/Equipment
DD	Lloyds Credit Card	Heavy duty rubber door stops	9.16	1.83	10.99	M&S/Equipment
DD	Lloyds Credit Card	Kingston A400 SSD Internal solid state drive 480GB	25.83	5.17	31.00	M&S/Equipment
BACS	Consortium	Polyfold Square Table	123.98	24.80	148.78	CACC/Equipment
BACS	One Voice Wales	Preparation for and attendance at hearing	690.00	0.00	690.00	M&S/Professional Fees
BACS	Masons	Storage charge for one container plus insurance	33.61	5.76	39.37	M&S/Property Maintenance
BACS	Holt JCB	Repairs to JCB	248.88	49.78	298.66	Cem/Equipment Maintenance
BACS	Holt JCB	Risk assesment & annual service	478.00	95.60	573.60	Cem/Equipment Maintenance
BACS	Dr Bob Balloons	Table arrangements for Bryan Foley Awards	57.75	0.00	57.75	Corporate/Corporate Events
BACS	Dr Bob Balloons	Purple Balloons for International Women's Day event	47.98	12.00	59.98	Corporate/Corporate Events
DD	Biffa	Hire of the skip and excess tonnage charge	412.58	82.58	495.10	Cem/Property Maintenance
DD	Waterlogic	Office water cooler rental & service charge	62.19	12.44	74.63	M&S/Equipment
DD	Welsh Water	Water bill (03.08.2022 - 21.02.2023)	185.97	0.00	185.97	Pioneer Hall/Water
DD	Welsh Water	Water bill (03.08.2022 - 21.02.2023)	737.64	0.00	737.64	Cemetery/Water
DD	Welsh Water	Water bill (04.08.2022 - 23.02.2023)	143.43	0.00	143.43	Cemetery/Water
BACS	Employee 001	W.F.H allowance and HP ink costs (October - April)	184.62	0.00	184.62	M&S/Officers Travel
DD	PHS Group	Hazardous waste services (23.01.23 - 23.01.2024)	50.00	10.00	60.00	Cemetery/Hygiene
BACS	ICCM	Online Sexton duties training course fee	80.00	16.00	96.00	Corporate/Staff Training
BACS	Tip Top Toilets	Hire of portaloos for use at Porthkerry Cemetery	100.00	20.00	120.00	Porthkerry/Prop Maintenance
BACS	TL Computer Systems	32GB Micro SDHC, 2 TB External HDD	64.17	12.83	77.00	M&S/Equipment
BACS	PD Flagpole	Cemetery Loler	239.00	0.00	239.00	Cem/Property Maintenance
BACS	RIM Motors	Maintenance to cemetery vehicle	474.00	94.80	568.80	Cem/Vehicle Maintenance
BACS	High Speed Training	Various online training courses	243.00	48.60	291.60	Corporate/Staff Training
BACS	SLCC	Community Building Management event fee	120.00	24.00	144.00	Corporate/Staff Training
BACS	Green Circle	20 tonne screened soil grade 1	700.00	140.00	840.00	Cem/Property Maintenance

Schedule of Payments of Accounts For March 2023

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
BACS	Employee 185	Staff Mileage Claim	35.98	1.07	37.05	M&S/Officer Travel
DD	Pitney Bowes	Franking machine quarterly rental & maintenance	111.19	22.24	133.43	M&S/Equipment
DD	British Gas	Gas bill (08.01.2023 - 11.02.2023)	381.59	19.08	400.67	Pioneer Hall/Gas
DD	British Gas	Electricity bill (29.01.2023 - 28.02.2023)	456.59	91.32	547.91	Cemetery/Electric
DD	N Power	Electricity bill (01.02.2023 - 28.02.2023)	185.67	9.28	194.95	CACC/Electric
DD	Lloyds Bank	Charges incurred 01 February to 28 February 2023	32.20	0.00	32.20	M&S/Bank Charges
DD	Waterlogic	Water for office water cooler	51.18	10.24	61.42	M&S/Equipment
DD	Viking	A4 Paper for printing	94.75	18.95	113.70	M&S/Stationary
DD	Welsh Water	Water bill (03.08.2022 - 21.02.2023)	233.16	0.00	233.16	CACC/Water
DD	British Gas	Electricity bill (17.01.2023 - 17.02.2023)	164.14	8.20	172.34	Pioneer Hall/Electricity
DD	British Gas	Electricity bill (22.01.2023 - 21.02.2023)	363.06	72.61	435.67	Cemetery/Electricity
DD	Lloyds Cardnet	Cardnet fees for the month of February	37.25	0.00	37.25	M&S/Bank Charges
DD	SCG	Office telephone charges for the month of January	25.05	5.01	30.06	M&S/Telephone
DD	SCG	Office broadband cost for the month of January	303.56	60.71	364.27	M&S/Broadband
DD	SCG	Broadband support services package cost for January	42.79	8.56	51.35	M&S/Equipment Maint
DD	Screwfix	120 Pu Palm Dip Gloves, 380 Latex Builders Gloves	48.33	9.67	58.00	Cemetery/Equipment
BACS	NACO	Delegate fee at NACO Training Event	150.00	0.00	150.00	Corporate/Staff Training
BACS	Fair Do's	Contribution towards prizes for VOG Fairtrade Youth	30.00	0.00	30.00	Corporate/Fairtrade
BACS	Breakthrough Communic	Civility and Respect training	60.00	12.00	72.00	Corporate/Staff Training
BACS	372 (Barry) Squadron AT	Financial Assistance Grant Payment	500.00	0.00	500.00	Corporate/Community Grants
BACS	Barry Round Table	Financial Assistance Grant Payment	600.00	0.00	600.00	Corporate/Community Grants
BACS	Flying Start	Financial Assistance Grant Payment	1,133.74	0.00	1,133.74	Corporate/Community Grants
BACS	Soroptimist International	Financial Assistance Grant Payment	593.41	0.00	593.41	Corporate/Community Grants
BACS	Vale of Glmaorgan Broad	Financial Assistance Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Barry Male Voice Choir	Financial Assistance Grant Payment	660.00	0.00	660.00	Corporate/Community Grants
BACS	Vale Voices	Financial Assistance Grant Payment	347.50	0.00	347.50	Corporate/Community Grants
BACS	YMCA Barry	Financial Assistance Grant Payment	1,561.21	0.00	1,561.21	Corporate/Community Grants
BACS	Karry's Deli	Financial Assistance Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Speight Consultancy	Financial Assistance Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants

Schedule of Payments of Accounts For March 2023

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
BACS	Vinylise Printing	Financial Assistance Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Barry Arts Festival	Vibrant Culture Grant Payment	3,000.00	0.00	3,000.00	Corporate/Community Grants
BACS	Barry Community Craft G	Vibrant Culture Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Crafted Arts	Vibrant Culture Grant Payment	1,593.00	0.00	1,593.00	Corporate/Community Grants
BACS	Hurts so Good	Vibrant Culture Grant Payment	4,800.00	0.00	4,800.00	Corporate/Community Grants
BACS	Motion Control Dance	Vibrant Culture Grant Payment	4,000.00	0.00	4,000.00	Corporate/Community Grants
BACS	Project Linus	Vibrant Culture Grant Payment	1,100.00	0.00	1,100.00	Corporate/Community Grants
BACS	Baobab Bach CIC	Vibrant Culture Grant Payment	350.00	0.00	350.00	Corporate/Community Grants
BACS	Glamorgan Music School	Vibrant Culture Grant Payment	2,500.00	0.00	2,500.00	Corporate/Community Grants
BACS	Vale of Glamorgan Brass	Vibrant Culture Grant Payment	2,511.14	0.00	2,511.14	Corporate/Community Grants
BACS	Barry Island Primary Sch	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	High Street Primary Sch	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Jenner Park Primary Sch	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	St Helens Catholic Prima	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Ysgol Gwuan Y Nant	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Cadoxton Primary School	Books For Schools Grant Payment	500.00	0.00	500.00	Corporate/Community Grants
BACS	Colcot Primary School	Books For Schools Grant Payment	500.00	0.00	500.00	Corporate/Community Grants
BACS	Gladstone Primary School	Books For Schools Grant Payment	500.00	0.00	500.00	Corporate/Community Grants
BACS	Holton Road Primary Sch	Books For Schools Grant Payment	500.00	0.00	500.00	Corporate/Community Grants
BACS	Romilly Primary School	Books For Schools Grant Payment	750.00	0.00	750.00	Corporate/Community Grants
BACS	Whitmore High School	Books For Schools Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Pencoedtre High School	Books For Schools Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	St Rchard Gwyn R/C	Books For Schools Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Majestic Essentials UK	Shop Local Grant	436.00	0.00	436.00	Corpoarte/Shop Local
BACS	Caer Health Services	OHP referral Telephone Consultation	195.00	0.00	195.00	M&S/Professional Fees
BACS	Advanced Fire Protection	Service of fire equipment	152.22	30.46	182.68	PH/Property Maintenance
DD	BNP Paribas	Office Telecoms 07.04.23 - 06.07.23	384.57	76.91	461.48	M&S/Telephone
DD	BT	Broadband charges for the month of March 2023	44.95	8.99	53.94	CACC/Broadband
DD	BT	Broadband charges for the month of February 2023	41.67	8.33	50.00	CACC/Broadband

Schedule of Payments of Accounts For March 2023

<u>Chq No.</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Price (£)</u>	<u>Posted To</u>
DD	Vodafone	Monthly rental of six mobile phones & calls for March 2023	81.74	16.35	98.09	M&S/Telephone
DD	Vodafone	Monthly rental of one mobile phone & calls for March 2023	20.63	4.13	24.76	Cemetery/Telephone
DD	Vodafone	Monthly rental of mobile WI-Fi for March 2023	33.82	6.76	40.58	Cemetery/Broadband
BACS	Bruno Timber	Machined round pointed fence posts	176.00	35.20	211.20	Cem/Property Maintenance
BACS	CJ Ball & Son	Memorial removal & maintenance	495.00	0.00	495.00	Cem/Property Maintenance
DD	UK Fuels	Fuel for Cemetery Vehicles	63.02	12.60	75.62	Cemetery/Fuel
DD	UK Fuels	Fleet Control and Insights fuel card monthly charge	1.00	0.20	1.20	Cemetery/Fuel
DD	UK Fuels	Fuel for Cemetery Vehicles	94.17	18.83	113.00	Cemetery/Fuel
DD	UK Fuels	Fuel for Cemetery Vehicles	53.51	10.70	64.21	Cemetery/Fuel
DD	UK Fuels	Fuel for Cemetery Vehicles	112.32	22.46	134.78	Cemetery/Fuel
DD	UK Fuels	Fuel for Cemetery Vehicles	80.62	16.12	96.74	Cemetery/Fuel
DD	Virgin Media	Alarm line rental and calls for 09.01.23-08.02.23	18.73	3.75	22.48	PH/Telephone
DD	Virgin Media	Broadband 09.01.23 - 08.02.23	32.00	6.40	38.40	PH/Broadband
DD	Virgin Media	Alarm line rental and calls for 09.02.23-08.03.23	19.42	3.88	23.30	PH/Telephone
DD	Virgin Media	Broadband 09.02.23 - 08.03.23	32.00	6.40	38.40	PH/Broadband
DD	Virgin Media	Alarm line rental and calls for 09.03.23-08.04.23	18.79	3.76	22.55	PH/Telephone
DD	Virgin Media	Broadband 09.03.23 - 08.04.23	32.00	6.40	38.40	PH/Broadband
DD	Viking	Stationary supplies for office use	58.46	11.69	70.15	M&S/Stationary
DD	Viking	Stationary supplies for office use	66.11	13.22	79.33	M&S/Stationary
DD	Viking	Stationary supplies for office use	86.36	17.27	103.63	M&S/Stationary
DD	Viking	Stationary supplies for office use	75.35	15.07	90.42	M&S/Stationary
DD	Viking	Stationary supplies for office use	14.89	2.98	17.87	M&S/Stationary
BACS	Memo	Archive storage space at Memo for Jan, Feb & March 23	1,314.00	262.80	1,576.80	M&S/Office Rent
BACS	Newhall	Cleaning supplies for use at office	148.15	29.63	177.78	M&S/Cleaning
BACS	AWB Electrical	Install new smoke and heat detector at Lodge	400.00	0.00	400.00	Cem/Property Maintenance
BACS	Seton	40 Bags of white salt for use at Cemetery	355.94	71.19	427.13	Cem/Property Maintenance
BACS	Sue Egan	Workplace reasonable adjustment to support disability	320.00	0.00	320.00	M&S/Professional Fees
BACS	Future Publishing	Recruitment advert for Enagement & Events Manager	276.00	55.20	331.20	Corp/Recruitment Advertising

BACS	Ysgol Bro Morgannwg	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Ysgol Bro Morgannwg	Books For Schools Grant Payment	1,000.00	0.00	1,000.00	Corporate/Community Grants
BACS	Oak Field Primary	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Ysgol Sant Baruc	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Ysgol Sant Curig	Books For Schools Grant Payment	500.00	0.00	500.00	Corporate/Community Grants
BACS	All Saints Church in Wales	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
BACS	Palmerston Primary	Books For Schools Grant Payment	250.00	0.00	250.00	Corporate/Community Grants
Total For This Period			72,048.16	4,248.62	76,286.70	
Total For Previous Periods			332,673.51	44,515.80	377,358.51	
Total to 31 March 2023			404,721.67	48,764.41	453,645.21	

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	3 APRIL 2023	AGENDA ITEM: 7
---	---------------------	-----------------------

BUDGET MONITORING REPORT 28 FEBRUARY 2023

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Budget Monitoring Report February 2023 (2 pages)
B. Projected Reserves at 31 March 2023 (as at 28 February 2023) (1 page)

Purpose of Report

To inform members about the Council's income and expenditure in the 2022/23 financial year as at the end of February 2023.

Background Information

On the following pages is the budget monitoring report February 2023, indicating actual income and expenditure up to the end of month eleven in the 2022/23 financial year. In addition, the projected out turn for the current financial year is provided highlighting anticipated overspends and under-spends on various budget headings currently projecting a net underspend of **£58,106** that will result in a net amount of £3,931 being transferred from reserves rather than an amount of £62,037 in the revised budget for 2022/23.

Recommendation

Members are requested to receive the budget monitoring report for February 2023, indicating actual income and expenditure up to the end of month eleven in the 2022/23 financial year, noting the projected underspend of **£58,106** for 2022/23 that will result in a net amount of £3,931 being transferred from reserves.

Budget Monitoring Report February 2023

Description	Item No.	Gross Expenditure						
		Budget	Expenditure	Committed	Balance	Budget	Year End	Projected
		12 Months £	11 Months £	Expenditure £	£	For Year £	Projections £	Variance £
Salaries	1	819,212	740,942	61,102	17,168	819,212	802,044	17,168
Pension Added Years Costs	2	9,600	6,940	2,323	337	9,600	9,263	337
Personal Hygiene Facilities	3	1,995	1,311	684	0	1,995	1,995	0
Personal Protective Equipment / Clothing	3	3,375	2,528	447	400	3,375	2,975	400
Cleaning Products	3	2,700	2,344	566	-210	2,700	2,910	-210
Officers Travel and Subsistence	4	2,700	1,187	205	1,308	2,700	1,392	1,308
Rates	5	13,775	13,119	0	656	13,775	13,119	656
Water	6	4,050	2,536	741	773	4,050	3,277	773
Rent	7	36,256	36,256	0	0	36,256	36,256	0
Electricity	8	7,790	8,122	1,502	-1,834	7,790	9,624	-1,834
Gas	9	1,250	1,075	400	-225	1,250	1,475	-225
Telephone	10	4,465	3,110	464	891	4,465	3,574	891
Postage	11	2,000	1,249	251	500	2,000	1,500	500
Printing and Stationery	12	2,500	1,706	294	500	2,500	2,000	500
Insurance	13	5,310	5,920	0	-610	5,310	5,920	-610
Photocopier Costs	14	3,976	2,078	128	1,770	3,976	2,206	1,770
Property Maintenance and Improvements	15	38,200	40,784	6,532	-9,116	38,200	47,316	-9,116
Equipment	16	14,125	10,026	5,417	-1,318	14,125	15,443	-1,318
Equipment Maintenance	17	13,700	4,772	3,078	5,850	13,700	7,850	5,850
Bank Charges	18	960	748	27	185	960	775	185
Audit Fees - Internal	19	1,425	960	480	-15	1,425	1,440	-15
Legal Fees	20	6,000	662	25,338	-20,000	6,000	26,000	-20,000
Audit Fees - External	21	460	0	460	0	460	460	0
Professional Fees	22	6,000	36,514	2,085	-32,599	6,000	38,599	-32,599
General Salaries Contingency	23	30,000	35,465	3,495	-8,960	30,000	38,960	-8,960
Health and Safety	24	11,900	3,176	8,724	0	11,900	11,900	0
Internet Broadband	25	4,812	4,917	77	-182	4,812	4,994	-182
Election Costs	28	30,000	51,448	0	-21,448	30,000	51,448	-21,448
BACAS Burials System Annual Maintenance	29	2,550	2,594	0	-44	2,550	2,594	-44
Microshade Citrix	30	8,427	7,994	798	-365	8,427	8,792	-365
Welsh Translation Service	31	4,000	209	3,791	0	4,000	4,000	0
Horticulture	8	800	0	800	0	800	800	0
Vehicle Maintenance	11	1,800	2,465	0	-665	1,800	2,465	-665
Haulage and Fuel	12	5,371	7,520	1,680	-3,829	5,371	9,200	-3,829
Vehicle Tax and Insurance	13	583	585	0	-2	583	585	-2
Philadelphia Cemetery	14	500	0	500	0	500	500	0
Interest on PWLB Loan	15	1,338	1,338	0	0	1,338	1,338	0
Capital Repayment on PWLB Loan	16	10,464	10,463	0	1	10,464	10,463	1
Treework Maintenance	17	6,195	2,025	4,170	0	6,195	6,195	0
Cemetery Roads Maintenance	19	3,000	1,980	1,020	0	3,000	3,000	0
Memorial Safety Advertising	20	250	0	250	0	250	250	0
Subscriptions	21	850	625	0	225	850	625	225
Cemetery Approach Gardens Property Maintenance	26	0	694	0	-694	0	694	-694
Bees at Cemetery	27	0	288	0	-288	0	288	-288
New Play Equipment	11	1,600	0	0	1,600	1,600	0	1,600
Civic Hospitality	1	2,200	3,316	0	-1,116	2,200	3,316	-1,116
Mayor's Hospitality	2	500	6	494	0	500	500	0
Mayor's Medallions and Plaques	3	2,000	24	2,500	-524	2,000	2,524	-524
Photographical Services	4	250	210	40	0	250	250	0
Mayor's Allowance inc. On Cost	5	1,619	1,872	0	-253	1,619	1,872	-253
Deputy Mayor's Allowance inc. On Cost	5	500	500	0	0	500	500	0
Mayor's Travel	6	500	431	69	0	500	500	0
Mayor's Donations	7	750	613	137	0	750	750	0
Mayor's Advertising	8	750	443	307	0	750	750	0
Civic Gifts	9	500	410	90	0	500	500	0
Corporate Events	3	40,000	28,956	9,294	1,750	40,000	38,250	1,750
Corporate Advertising and Marketing	4	4,000	3,270	230	500	4,000	3,500	500
Corporate Engagement Strategy	5	7,000	1,088	0	5,912	7,000	1,088	5,912
Shop Local Campaign	6	10,000	9,337	8,426	-7,763	10,000	17,763	-7,763
Community Grants	7	53,883	24,863	22,498	6,522	53,883	47,361	6,522
Grant to Pioneers Club re use of hall	8	1,270	0	0	1,270	1,270	0	1,270
Website Costs	9	2,000	770	1,230	0	2,000	2,000	0
Fairtrade Campaign	10	1,000	195	805	0	1,000	1,000	0
Subscriptions	11	9,652	9,339	25	288	9,652	9,364	288
Councillor Training	12	4,000	433	1,067	2,500	4,000	1,500	2,500
Staff Training	13	20,000	14,970	1,030	4,000	20,000	16,000	4,000
Councillor Allowances	14	2,000	1,230	70	700	2,000	1,300	700
Councillor Tablets	15	792	720	72	0	792	792	0
Councillor Emails	16	391	396	0	-5	391	396	-5
Staff Suggestion Scheme	17	500	0	500	0	500	500	0
Sustainable Barry Initiative	18	10,000	537	0	9,463	10,000	537	9,463
Community Plan	19	3,000	0	0	3,000	3,000	0	3,000
Long Service Award	20	500	0	500	0	500	500	0
Barry Youth Action	1	3,000	338	32	2,630	3,000	370	2,630
Dementia Friendly Project	2	3,000	0	0	3,000	3,000	0	3,000
Cemetery Roads Improvement	4	22,500	22,574	0	-74	22,500	22,574	-74
Cemetery Benches	5	4,000	3,413	0	587	4,000	3,413	587
Provision of Arts and Entertainment (LGA 1972 S145)	9	150,000	15,044	8,511	126,445	150,000	23,555	126,445
Mindfulness Garden at Cemetery Approach Gardens	10	0	0	9,000	-9,000	0	9,000	-9,000
Kubota G261 Ride on Mower	11	0	12,750	0	-12,750	0	12,750	-12,750
Rival Electric Commercial Mower (Green Machine)	12	0	26,958	0	-26,958	0	26,958	-26,958
Commemorative Bench	13	0	0	1,500	-1,500	0	1,500	-1,500
Cemetery Lodge Windows	14	0	5,773	0	-5,773	0	5,773	-5,773
Covid-19 Expenditure	1	7,000	84	0	6,916	7,000	84	6,916
Memorial Inspection Maintenance	1	10,000	2,377	4,000	3,623	10,000	6,377	3,623
Community Groups Use of CACC (FOC)	1	1,800	1,212	588	0	1,800	1,800	0
Miscellaneous	6	0	744	0	-744	0	744	-744
Total Expenditure		1,507,122	1,253,871	210,844	42,407	1,507,122	1,464,715	42,406

Budget Monitoring Report February 2023

Gross Income								
Description	Item No.	Budget	Income	Income	Balance	Budget	Year End	Projected
		12 Months	11 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Bank Interest	1	500	3,897	0	3,397	500	4,500	4,000
Interment Fees	1	92,538	79,574	0	-12,964	92,538	87,286	-5,253
Exclusive Right of Burials	2	41,035	38,013	0	-3,022	41,035	41,433	398
Memorial Fees	3	23,653	23,184	0	-469	23,653	25,155	1,502
Transfer of Exclusive Right of Burials	4	1,800	1,860	0	60	1,800	2,010	210
Hire of Chapel	5	0	825	0	825	0	825	825
War Graves	6	78	78	0	0	78	78	0
Cemetery Lodge Rent	7	5,650	5,158	0	-492	5,650	5,630	-20
Other Miscellaneous Income	8	2,000	3,527	0	1,527	2,000	3,527	1,527
Cemetery Improvement Fee	9	2,060	3,025	0	965	2,060	3,300	1,240
Grants Receivable	10	0	0	0	0	0	0	0
Assets Disposal Proceeds	11	0	3,355	0	3,355	0	3,355	3,355
Porthkerry Agreement	3	13,409	13,409	0	0	13,409	13,409	0
Lettings	1	20,000	25,156	0	5,156	20,000	27,915	7,915
Total Income		202,723	201,061	0	-1,662	202,723	218,422	15,699
Net Expenditure								
Description	Item No.	Budget	Expenditure	Expenditure	Balance	Budget	Year End	Projected
		12 Months	11 Months	Expenditure		For Year	Projections	Variance
		£	£	£	£	£	£	£
Total Net Expenditure		1,304,399	1,052,810	210,844	40,745	1,304,399	1,246,293	58,106
Transfer to / (from) reserves		(62,037)				(62,037)	(3,931)	
Amount to be met from Precept		1,242,362				1,242,362	1,242,362	
Our revised net budget for the year is £1,304,399 with actual expenditure for the 11 months to 28 February 2023 of £1,052,810 and committed expenditure of £209,344, with an amount of budgeted income yet to be received of £17,361 noting that a revised amount of £62,037 will be drawn down from reserves.								
Our projected out-turn for the year produces an underspend of £58,106 (£42,406 less expenditure with £15,699 more income). This will result in a net amount of £3,931 being transferred from reserves rather than transferring £62,037 from reserves.								

Budget Monitoring Report February 2023

Description of Reserves	Balance at 01.04.22	Contribution to reserve	Contribution from reserve	Balance at 31.03.23
Cemetery Improvement Reserve	5,538	3,300	(3,413)	5,425
Acquisition Reserve (See note below)	17,566	200,000	-	217,566
Plant and Machinery Reserve	21,850	2,000	(22,750)	1,100
Shop Local Reserve	4,763	-	(4,763)	-
Election Reserve	26,771	-	(26,771)	-
Place Plan Reserve	3,000	-	-	3,000
Cemetery Roads Reserve	5,000	-	(2,500)	2,500
Staff Training Reserve	6,000	-	-	6,000
General Reserve (See note below)	718,595	50,966	(200,000)	569,561
Total	809,083	256,266	(260,197)	805,152
<p>Full Council meeting held on 27.06.22 - Minute number 63 (2) - That £200,000 be transferred from the General Reserve into the Acquisition Reserve at the year end 31 March 2023.</p>				

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	3 APRIL 2023	AGENDA ITEM: 8a
---	---------------------	------------------------

KING'S CORONATION STREET PARTY GRANTS

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Breakdown of Grant Applications received (6 pages)

Purpose of Report

To provide members with a breakdown of the applications received for the King's Coronation Street Party Grants.

Background

Included in the 2023/24 budget is an amount of £10,000 for the King's Coronation Street Party Grants.

At the time of writing this report we have received thirteen applications requesting grant funding for street parties to celebrate the King's Coronation totalling £3,925.

At the Council's Annual Meeting held on 17 May 2022 members considered a report relating to Grants and Donations for 2022/23 including an update relating to the Queen's Platinum Jubilee Street Party grants for June 2022. It was **RESOLVED that grant applications received relating to the Queen's Platinum Jubilee be considered by Group Leaders (via Standing Order 31 Urgent Business), with a budget of £12,000 and the amount of people attending be capped at 400 per application. (Minute number 40 (1) refers).**

Attached is a breakdown of the thirteen applications received that relates to one thousand five hundred and seventy people attending a street (or garden / balcony) party to celebrate the King's Coronation. This equates to a cost of £3,925 that is within the budget of £10,000.

Recommendations

Members are requested to approve the nine applications to celebrate the King's Coronation at a cost of £3,925 and that any further grants received be considered by Group Leaders (via Standing Order 31 - Urgent Business).

King's Coronation Street Party Grant Applications Received

	<u>Name</u>	<u>Being Held at</u>	<u>Attending</u>	<u>Date Held</u>
1	GB	Glamorgan Suite, Barry College	64	04/05/2023
2	HV	Dunraven	150	06/05/2023
3	JM	Tan y Fron	150	07/05/2023
4	MR	Heol Corswigen	97	07/05/2023
5	PS	Coed Mawr	400	06/05/2023
6	PT	Grass area off Rutland Close	66	06/05/2023
7	LB	Wye Close	40	07/05/2023
8	CD	Evelyn Street	55	06/05/2023
9	JV	Newgale Close	118	06/05/2023
10	JR	Trem Y Don	80	07/05/2023
11	GW	Channel Close, Rhose	0	07/05/2023
12	GF	Pioneer Hall	80	10/05/2023
13	RL	Victoria Gardens	200	06/05/2023
14	GCH	Golau Caredig - Hafod	70	05/05/2023
15			0	
16			0	
17			0	
			1,570	
		Total Attending	1,570	
		Est Value (£2.50pp)	£ 3,925.00	

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	3 APRIL 2023	AGENDA ITEM: 9
---	---------------------	-----------------------

PURCHASE OF IT EQUIPMENT

Report Author

Mark Sims, Deputy Chief Officer

Purpose of Report

To advise members that new IT equipment needs to be purchased.

Background Information

The Council currently has eight Desktop PC's that are between six and ten years old, all running on Windows 7 that is no longer supported by Microsoft. We have minimised the 'Risk' following Microsoft support ending by moving our IT programs and files to the 'Cloud' utilising Citrix from Microshade VSM however the age of these PC's being between six and ten years old are increasingly becoming slow and crashing.

With new staff recruited over the past two years, new PC's had been purchased for these staff and officers are suggesting to bring all PC's up to date running on Windows 11.

Officers have researched the internet and identified that the Dell OptiPlex Micro 3000 is a suitable desktop PC priced at £566.

The cost for eight OptiPlex Micro 3000's would be £4,528.

Budget provision for M&S/Equipment is £5,500.

Although the purchase of eight new PC's would use a large proportion of the M&S/Equipment budget, following the increases to the Bank of England base rate during 2022 and 2023 officers have recently invested an additional £200,000 in the Council's CCLA Public Sector Deposit Fund account increasing the balance to £400,000. This represents approximately 70% of the projected General Reserve balance at 31 March 2023, and 50% of projected total reserves at 31 March 2023, invested in the CCLA Public Sector Deposit Fund account. The CCLA PSDF yield for February 2023 was 3.54%, with a further increase to the Bank of England base rate on 23 March 2023 of 0.25% to 4.25% therefore the future yield could be slightly higher.

Further research into the expected direction of the Bank of England base rate shows that many forecasters consider there may be a further interest rate rise if there were more persistent price pressures as the financial and economic outlook had become more uncertain. However, others suggest that with UK inflation that accelerated in 2022, with CPI peaking at 11.1% before slowing

down, they expect inflation to fall during 2023 amid lower energy prices, easing supply chain disruption of imported goods and higher interest rates feeding through.

This uncertainty suggests that the Bank of England will likely hold interest rates around the 4% level and unlikely to reduce interest rates greatly during the next twelve months to ensure inflation is reduced to the target rate of 2% during 2024. With rates expected to remain constant this results in the Council receiving Bank Interest of circa £16,000 being an additional £12,000 than budgeted. This additional income could help offset any other expenditure on M&S/Equipment during 2023/2024.

Recommendation

Members are requested to approve the purchase of eight new Dell OptiPlex Micro 3000 PC's to replace the old desktop PC's at a cost of approximately £4,528 (subject to any price increases)

FINANCE, POLICY & GENERAL PURPOSES COMMITTEE	3 APRIL 2023	AGENDA ITEM: 11
---	---------------------	------------------------

INTERNAL AUDIT REPORT 2022/23 (SECOND INTERIM)

Report Author

Mark Sims, Deputy Chief Officer

Attached: A. Internal Audit Report 2022-23 (Second Interim) (6 pages)

Purpose of Report

To provide members with the internal auditor's report (second interim) for 2022/23.

Background

Auditing Solutions Ltd undertook the second interim review for 2022/23 on 30 January 2023 at the Council offices.

A copy of the internal auditor's report for 2022/23 (Second Interim) is attached for consideration. The report provides a summary of the work undertaken at the second visit. Officers are pleased to report that the internal auditor concludes that the Council continues to maintain adequate and effective internal control arrangements.

Auditing Solutions Ltd are scheduled to undertake the final visit in June 2023 to complete the internal audit work for 2022/23 and 'sign off' the Council's Annual Return for 2022/23.

Recommendations

Members are requested to receive and note the internal audit report (second interim) for 2022/23.

Barry Town Council
Cyngor Tref y Barri

Internal Audit Report 2022-23 (Second interim)

Chris Hackett

Consultant Auditor
For and on behalf of Auditing Solutions Ltd

Background

All town and community councils are required by statute to make arrangements for an independent internal audit examination of their accounting records and system of internal control and for the conclusions to be reported each year in the Annual Return.

This report sets out the work undertaken in relation to the second interim review for the 2022-23 financial year, which took place on the 30th January 2023 together with our preparatory work. We wish to thank the Deputy Chief Officer and Responsible Finance Officer for providing the requested documents to enable us to complete our work. This Report does not repeat the findings of the first report issued in November 2022, but a consolidated report will be issued following our final visit/review which is arranged for June 2023.

Internal Audit Approach

In continuing our review for the year, we have again had regard to the materiality of transactions and their susceptibility to potential misrecording or misrepresentation in the year-end Statement of Accounts/Annual Return. Our programme of cover has been designed to afford appropriate assurance that the Council's financial systems remain robust and operate in a manner to ensure effective probity of transactions and to afford a reasonable probability of identifying any material errors or possible abuse of the Council's own and the national statutory regulatory framework. The programme is also designed to facilitate our completion of the 'Internal Audit Report' in the Council's Annual Return, which requires independent assurance over specified internal control objectives.

Overall Conclusion

Based on the work completed to date we have concluded that the Council continues to maintain adequate and effective internal control arrangements. Our detailed findings are set out below.

We request that this report is presented to Members.

Detailed Report

Maintenance of Accounting Records & Bank Reconciliations

The Council uses the Rialtas accounting package to record its financial transactions with a single cashbook in place to reflect transactions through the Lloyds current account.

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in the cashbook or financial ledgers. At this stage we have:

- Confirmed that the accounting system was in balance at the time of our review by running a data check on the Rialtas back up provided to us;
- Checked and agreed one sample month's transactions (November 2022), as recorded in the current account cashbook, to the Lloyds bank statements; and
- Checked and agreed the October and November 2022 month-end Lloyds bank reconciliation detail to ensure that no longstanding uncleared amounts or abnormal entries exist.

Conclusions

Based on our testing the accounts are in balance and being reconciled with no anomalous adjusting entries in the reconciliations.

We shall undertake further work in this area at the final review including verifying the accurate disclosure of the year-end balances in the 2022/23 Annual Return and Accounts.

Review of Corporate Governance

Our objective is to ensure that the Council has a robust series of corporate governance documentation in place; that Council and Committee meetings are conducted in accordance with the adopted Standing Orders and that, as far as we are able to ascertain, no actions of a potentially unlawful nature have been or are being considered for implementation.

We have continued our examination of the minutes of the Full Council and its extant Standing Committees, excluding Planning, for the 2022/23 financial year to date, to ensure that, as far as we are reasonably able to ascertain, no actions of a potentially unlawful manner have been taken or are under consideration by Members, although it is for the Council to seek legal assurance where it deems it necessary.

Conclusions

No matters have been identified in this area from the work undertaken so far this year. We will extend our review of minutes up to the end of the financial year at our final review/visit in June.

Review of Expenditure

Our aim here is to ensure that:

- Council resources are released in accordance with the Council's approved procedures and budgets;
- Payments are supported by appropriate documentation, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- Relevant Standing Orders and Financial Regulations have been met in relation to formal tendering processes;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We have confirmed that Members continue to sign coding slips and invoices and that lists of payments are presented to Council/Committee meetings for approval.

We have extended our audit sample of payments in the cash book and have now tested 34 payments including all those individually in excess of £3,500, together with a more random sample of every 35th cashbook transaction (irrespective of value). In addition, our sample includes all the non-domestic rate payments to the Unitary Council. The sample now totals £199,524 and equates to 53% of all non-pay related expenditure for the period to 31st December 2022. Supporting information in the form of invoices or other documentation was held by the Council for all the payments in our sample.

We reviewed the Council's VAT records. Specifically, we reviewed the second quarterly VAT reclaim for 2022/23 ensuring the funds were recovered into the Council's accounts.

Conclusions

No matters arise from our review of payments to date requiring recommendations. We will review overall expenditure for 2022/23 at our final visit/review.

Precept Determination and Budgetary Control

Our objective here is to ensure that the Council has a robust procedure in place for identifying and approving its future budgetary requirements and the level of precept for the coming financial year: also, that an effective reporting and monitoring process is in place. We also aim to ensure that the Council retains appropriate funds in general and earmarked reserves to

finance its ongoing spending plans, whilst retaining appropriate sums to cover any unplanned expenditure that might arise. We note:

- The Finance Policy and General Purposes Committee considered the 2023/24 draft budget in detail at its meeting in November 2022. This included consideration of earmarked and general reserves, discussion of the tax base (although, at the time this remained to be finalised by the Unitary Council) and the impact on reserves of different levels of council tax increases. Members were provided with a detailed analysis of income and expenditure by service area and projections for special projects. The forthcoming Budget was considered by Full Council in December. Following this the budget then went out for public consultation, with a final decision planned to be made in February 2023; and
- Budget monitors go to Full Council and to Finance Policy and General Purposes Committee meetings which analyse income and expenditure showing spend to date and projections to the year end.

Conclusions

No issues have been identified in this area of our work requiring formal comment or recommendation. We will consider year end balances and reserves at our final review.

Review of Income

In considering the Council's income streams, we aim to ensure that robust systems are in place to ensure the identification of all income due to the Council from its various sources; to ensure that income is invoiced in a timely manner and that effective procedures are in place to pursue recovery of any outstanding monies due to the Council. At our first visit in November 2022, we tested income arising from the Cemetery.

At this second interim visit we have:

- Agreed the third instalment of the 2022/23 precept received in December 2022 as recorded in the Council's Lloyd bank statement to the amount set and approved in the Council's minutes;
- Reviewed income from lettings at the Pioneer Hall and Cemetery Approach Community Building. Specifically, we selected a sample of lettings in October 2022 from the booking diary, checking the booking agreement and confirming the fee agreed to the scale of rates and that the income was accounted for in Rialtas;
- Extended our testing of income arising at the Cemetery by selecting two memorials erected in October and tracing from the spreadsheet record to the application form and to Rialtas confirming the amount was invoiced at the correct rate;
- Reviewed the unpaid invoices report on the Council's sales ledger noting there were no significant aged amounts due; and
- As previously noted, test checked one month's income from the bank to the accounting records.

Conclusions

Based on our work the Council has systems for collecting income. At our final review/visit we will complete our year on year analysis of income.

Investments and Loans

Our objectives here are to ensure that the Council is “investing” surplus funds, be they held temporarily or on a longer term basis, in appropriate banking and investment institutions; that an appropriate investment policy is in place; that the Council is obtaining the best rate of return on any such investments made; that interest earned is brought to account correctly and appropriately in the accounting records and that any loan repayments due to or payable by the Council are transacted in accordance with appropriate loan agreements. At this review we have:

- Agreed the balance recorded in Rialtas on the Council’s CCLA account to the latest third-party statement dated 31st December 2022; and
- Checked the receipt of interest income recorded in Rialtas to the CCLA statements for the year to date.

Conclusion

There are no issues arising in this area based on our work to date. We will agree the year-end balances on loans and investments disclosed in the Annual Return and Accounts to third party statements at our final review/visit.